

SOCIETY *of* BEHAVIORAL MEDICINE

Better Health Through Behavior Change

Board Meeting

MINUTES

Wednesday, July 29, 2015

12 p.m. Pacific/1 p.m. Mountain/2 p.m. Central/3 p.m. Eastern

Call in number: 1-800-377-8846 Access code: 43606000#

In Attendance (alpha order)

Monica L. Baskin, PhD – Member Delegate*

Ellen Beckjord, PhD, MPH – Digital Health Council Chair*

Joanna Buscemi, PhD – Health Policy Committee Chair

Elliot J. Coups, PhD – Member Delegate*

Alan M. Delamater, PhD – Publications and Communications Council Chair*

Michael A. Diefenbach, PhD – Secretary Treasurer and Finance Committee Chair*

Marian L. Fitzgibbon, PhD – President*

Sherri Sheinfeld Gorin, PhD – Scientific and Professional Liaison Council Chair*

Kristi D. Graves, PhD – Council on Special Interest Groups Chair*

Bradford W. Hesse, PhD – Communications Advisor

Laura Haughton McNeill, MPH, PhD – Membership Council Chair*

David X. Marquez, PhD – Program Committee Co-Chair

Kevin S. Masters, PhD – Editor, *Annals of Behavioral Medicine* Editor

William J. Sieber, PhD – *Outlook* Editor

Brent Van Dorsten, PhD – Development Committee/Revenue Enhancement Working Group Chair

Kathleen Wolin, ScD – Program Committee Chair

Amy L. Yaroch, PhD – Member Delegate*

Regrets

Paul A. Estabrooks, PhD – Health Policy Council Chair*

Lisa M. Klesges, PhD – Past President*

Sherry L. Pagoto, PhD – Civic and Public Engagement Committee Chair

Rajani S. Sadasivam, PhD – Website Editor/Social Media Team Chair

James F. Sallis, Jr., PhD – President Elect*

Bonnie Spring, PhD, ABPP – *Translational Behavioral Medicine* Editor

Nicole Zarrett, PhD – Education, Training, and Career Development Council Chair*

Guest

Sara A. Knight, PhD – Chair, Governance Working Group

* = voting member; quorum = 7 voting members

Staff (alpha order)

Lindsay Bullock – Senior Media and Member Communications Manager; Erica Linc – Program Manager; Johanna Moss – Program Manager; Andrew Schmidt, Administrative Coordinator; Amy Stone – Executive Director; Erin Trimmer – Meetings Manager; Tara Withington, CAE – Consulting Partner

AGENDA

Call to Order

Dr. Fitzgibbon called the meeting to order at 2 p.m. CST and began by welcoming new board members.

April Board Meeting Minutes

Dr. Fitzgibbon presented the minutes from the April 2015 Board of Directors Meeting.

MOTION: Moved by Dr. Yaroch and seconded by Dr. Diefenbach to approve the April 2015 Board of Directors meeting minutes as presented. The motion carried.

Conflict of Interest Disclosures

Dr. Fitzgibbon called for conflict of interest disclosures; no disclosures were made.

June 2015 Financials

Dr. Diefenbach presented the June 2015 financials, explaining that 95% of the costs from the 2015 Annual Meeting are recorded and reconciled. Thanks to stellar attendance and an NIH conference grant, the meeting generated \$100,000 in income. Other income and spending for 2015 is on track.

MOTION: Moved by Dr. Diefenbach and seconded by Dr. Coups to approve the June 2015 financials. The motion carried.

2016 Annual Meeting Budget

Dr. Diefenbach presented the 2016 Annual Meeting budget, explaining most categories were increased by a standard 3-5%. Registration fees will also increase 4-5%; they have not been increased in some time and the Washington, DC, location, which is always popular, provides an ideal time to do so. The increase in registration fees will help insulate SBM from the vagaries of government grant funding. The 2016 meeting is budgeted to bring in approximately \$90,000 in income.

MOTION: Moved by Dr. Diefenbach and seconded by Dr. Baskin to approve the 2016 Annual Meeting budget. The motion carried.

Website Upgrade

Ms. Bullock presented a recommendation from the Web Team for upgrading SBM's website to a "responsive" site that would be more user-friendly for mobile visitors. A responsive website automatically resizes itself based on a user's device. The percentage of users visiting the website from tablets and smartphones continues to increase. The upgrade would take approximately 30 days and cost approximately \$2,500.

MOTION: Moved by Dr. Diefenbach and seconded by Dr. Fitzgibbon to approve the upgrade at a cost of \$2,500. The motion carried.

Health Policy Brief

Dr. Buscemi presented the Health Policy Committee's latest health policy brief, which calls for the integration of community health workers into the patient-centered medical home. Such briefs are posted on the SBM website, submitted to TBM, distributed on Hill visits, and sometimes disseminated among other organizations for sign on.

MOTION: Moved by Dr. Buscemi and seconded by Dr. Fitzgibbon to approve the health policy brief: SBM Supports Increased Efforts to Integrate Community Health Workers into the Patient-Centered Medical Home.

SIG Update

Dr. Graves reported that a survey of SIG chairs and co-chairs was recently completed, to identify possible areas for collaboration among SIGs and possible areas where SIGs would like more support. SIG Council calls

now include a time for three SIGs to present about their activities, issues they'd like to troubleshoot, etc. Dr. Sieber will join a SIG call in August to discuss how SIGs can and should use *Outlook*. Dr. Sadasivam will join a call in September to discuss how SIGs can and should use SBMConnect and LinkedIn.

The new Optimization of Behavioral Interventions SIG is now official.

2016 Annual Meeting Update

Dr. Wolin explained several keynote speakers and master lecturers have been invited and confirmed. Speakers are a mix of researchers and others. A debate on e-cigarettes and where they sit in the health promotion landscape is also in the works. A new poster session on null results posters will be held during lunch one of the days of the meeting; such a session is intended to tap into the idea that things do not always go according to plan but can still create learning opportunities and lessons worth sharing.

Leadership Institute Update

Dr. Fitzgibbon said plans are underway to pilot a mid-career leadership training program featuring skills building and self-knowledge assessments. Consultant Eric Meade may join the board at its November meeting to refine the program further. Leaders may survey the SBM membership about interest in such a program.

Governance Update

Dr. Knight explained a review of SBM governance took place last year and resulted in several recommendations to the board. In particular, it was recommended that there be stronger alignment between the roles of councils/committees and SBM's strategic directions; and that the board pay more attention to the outcomes of activities. As such, board reports from councils, committees, member delegates, and the president have been created or redesigned; new templates for the reports now include sections for desired outcomes and analysis of activities. Dr. Knight said this change comes not from a pre-existing problem but from a desire to strengthen SBM's organizational processes. Dr. Knight and others would like feedback on the new reports, which will be given a trial run in November.

Adjourn

The meeting adjourned at 3 p.m. The next meeting is in person in Washington, DC:

The George Hotel, 15 E. Street NW

Starting 12 p.m. EST; Saturday, November 21

Ending 12 p.m. EST; Sunday, November 22

Optional Hill visits Monday, November 23